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# Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Intelligence School

FROM : Chief, Management Training Faculty

SUBJECT: Weekly Activities Report No. 45  
14 - 20 December 1960

DATE: 20 December 1960

## Supervision

Fourteen hardy souls, slogging their weary way through deep drifts and various other wintery vagaries, pursued the bright candle of knowledge till its dying flicker on frigid Friday. Or, in governmentalese, Supervision #60 (GS 10-12) ended on 16 December with 14 of the original 18 members of the class still in attendance. Though the class began late for several days, only one day was lost completely. The material of that day was inserted into the other areas of study without destroying the continuity of the course. We feel that we should definitely commend the participants in Supervision #60 for their enthusiasm and hardiness.

## General

1. [REDACTED] discuss various items of interest to the General in the field of management training. [REDACTED] explained several external programs, and [REDACTED] suggested some ways to handle internal requirements of the Office of Communications.

2. [REDACTED] attended the sixth meeting of the Conference on the Improvement of the JOT Program.

3. Three films related to the study of supervision and management problems were ordered for preview.

4. [REDACTED] returned on Monday after being out on sick leave most of last week.

5. Season's Greetings to all.

STATINTL